

Minutes of Waukesha County Airport Operations Commission
July 9, 2014

Chairman Crowley called the meeting to order at 8:00 a.m. Commissioners present: Vice-chair Bluemke, Betzler and Schoepke. Excused: Commissioner Madrigano.

Others Present: Ken Witt, Air Traffic Controller; Brian E Bockholt, Briggs & Stratton Corp.; Matt Grenoble, Airport Operations; Greg Ray, Briggs & Stratton Corp.; Kurt Stanich, Airport Manager; Ray Dalman, Atlantic Aviation; and Val Ramos, Airport Administration.

Approve modify minutes of May 14, 2014 and June 11, 2014

Motion to approve meeting minutes of May 14, 2014 by Commissioner Schoepke with second by Commissioner Betzler. Motion passed. Motion to approve minutes of June 11, 2014 by Vice-chair Bluemke with second by Commissioner Betzler. Motion passed.

Public Comment/Correspondence - None

Discussion and action on request by Wings Over Waukesha, Inc to become the designated concessionaire for the Wings Over Waukesha Air Show

Stanich – Request approval from Commission for Wings Over Waukesha Inc to apply for Class B beverage license from the City of Waukesha as designated server of alcoholic beverages for Wings Over Waukesha Air Show.

Betzler – Does insurance cover this?

Bluemke – What about liability?

Stanich – Both are covered under insurance.

Motion to approve request by Wings Over Waukesha Inc as designated concessionaire for Wings Over Waukesha Air Show by Commissioner Betzler with second by Vice-chair Bluemke. Motion passed.

Chairman's Report - None

Operation's Report

Fuel – June - Fuel increase of 28% in June of 2014. Jet A continues to increase, 30% increase from June, 2013. 100LL showed an increase of 16% from June, 2013. Total combined Jet A and 100LL was a 28% increase. Year to date, both Jet A and 100LL are up, 27% for Jet A and 100LL up about 12%, a total increase of 25% compared to June 2013

Traffic Activity – June – Weather in June had a big impact on general aviation traffic. Air taxi not affected by the weather and showed an increase from June 2013. Numbers are down overall, 16% decrease from year to date compared to June 2013. Air taxi numbers are up 25% from June 2013.

Betzler – How do you explain 100LL up 16% and itinerant/local traffic down 13%-30%?

Grenoble – Users could be buying more fuel being and flying less. Also, 100LL numbers are deceiving since there are fewer loads delivered. Numbers are based on deliveries, not fuel pumped.

Schoepke – Is there a reason for reporting it this way, fuel delivered as opposed to actual fuel purchased?

Stanich – The County receives money for every gallon uploaded to the fuel farm, not every gallon sold.

Betzler – The numbers still do not make sense where general aviation is down 13%-30% and year to date flowage shows 100LL is up 11%.

Grenoble – If you look at the actual numbers, 59,000 compared to 53,000 gallons from 2013, this number may change next month if they take two loads of fuel vs one load in 2013. Because of fewer gallons, one extra load of 100LL can make a big difference plus or minus.

Bluemke – Tower depends on operations and numbers are down 16% total. Are there categories the FAA uses for a certain number of operations for control towers to be funded?

Stanich – A benefit cost analysis was done, but FAA has gotten away from doing this. In our favor we have 25% increase in air taxi operations at the airport and this justifies the need for a tower.

Witt – The FAA does look at the air taxi numbers and they use to do a benefit cost analysis. There are facilities that do less than 20,000 operations a year and have a control tower. The air taxi operations and the fact that we are a nationally ranked general aviation airport means we have a sufficient number of aircraft that fly in excess of 500 miles to and from this airport.

Betzler – Would like to see quarterly report comparing Waukesha with other airports in southeastern WI on fuel sales.

Betzler – How is Atlantic doing at their other locations?

Dalman – Jet A fuel is doing well everywhere. 100LL is slow for a number of reasons. One reason is the high cost, Atlantic's cost is up 75 cents a gallon since last December. This has an impact on the flight school operations. There just seems to be less activity.

Crowley - Fuel price update from Atlantic.

Dalman – 100LL - \$6.12 gallon – Discount of 60 cents for users that come to ramp; Jet A - \$6.19 gallon.

Bluemke – What is air taxi?

Grenoble – Air taxi is chartered aircraft.

Operations –

Runway closure – Thursday, July 10th – 2 hours closure on runway 10/28 for repair of bad spots. Next week there will be a 4 hour closure for hot patch in the bad spots that were worked on.

Betzler – Will 18/36 be open?

Grenoble – Runway 18/36 will remain open.

NOTAM (Notice to airmen) System – New system will start up called "Direct Entry Digital Notam". This system will cut out the middle man. Currently a NOTAM is issued to Flight Service for review, editing, changes, then sent to FAA for publishing. The new system takes about seven minutes process time from submitting to actual posting. The new system is online. Users input information directly and this goes directly to the FAA for posting within two seconds. It also has a great notifications system, it pops up a list of e-mail address notification list (tenants and users).

Airport Manager's Report

Budget – For the six month period ending in July, the Airport has spend 50%-60% of the budgeted expenditures and realized 50%-60% of our revenue, this is good. The long winter drove up our operating costs for snow

removal and because of the wet season additional mowing is needed. This evens out the latter part of the year since we do not get as much snow and mowing will also be reduced. We are looking at another good year.

Hangar Interest – Significant interest in construction of hangars. Met with businessman that specializes in nested T-hangars and toured one of the structures. This type of hangar might be a good fit for the airport. The hangars are custom built, providing hangar space for aircraft without having to own or construct a new building. The North ramp would be a good site for one of these structures.

Annual Report – Presentation to County Board was received well. There were some questions regarding revenue, terminal redesign and advertising opportunities. Received good/positive comments.

Crowley – Public Works Committee would like to review the annual report prior to presenting to County Board. On the budget, Kurt did a great job in managing the budget last year. The report showed the airport came in at less than what was budgeted, expenses were down \$50,000, very well received – highlight of the report. This was most significant savings and less spending than any other year.

Stanich – Revenues were over this year as well, an additional \$24,000.

Runway Project 10/28 – Final meeting today with Mead & Hunt, BOA & FAA. Mead & Hunt needs to turn in their 95% plans for this project, includes phasing, construction, site, etc. to the BOA on Friday. BOA & FAA will review and give final comment and in August the project will go out for bid. At that time we will know the actual phasing, time line of the project. Current timeline is the middle of May to the middle of August, the approach of 10/28 will be done first (dig out and prepare for paving) middle section of the runway and will be a 20-30 day closure (dig out and prepare for paving) and then pave both the intersection of the runway to the end of 28, reopen the crosswind runway and while they are doing this they will also demolish the rest of the runway, preparing that for paving. Phasing plan so far, requested Mead & Hunt if middle closure can be done first so this closure occurs early in the season, spring time closure rather than during our best flying weather. Waiting to hear back from them. Keep in mind that as the project moves forward and the bids come in, time lines could be shortened based on the contractors availability to do the work. Another part of this project is the taxiway extension to accommodate Stein Aircraft Services new aircraft facility.

Betzler - It's great that the airport is having this much needed repair work done. But, there are concerns on trying to keep the airport open during this time. It is the obligation to the users and tenants of the airport to keep the airport open at all times if possible. Losing even a week for a fixed base operator and operations for a flight school, and now a month, could change the entire dynamic of that business for a year. Their revenue would be a loss easily. Try to reduce closure down 18-20 days. Looking at the calendar, the airport would be affected during the highest traffic months of the year, not the lowest. Talk to Mead & Hunt about more consideration made for airport closure for this project, suggest months of February/March. This will affect the airport at the lowest number of operational time, not the highest. Once the center intersection is touched, this will close the entire airport. The longer we keep that intact the longer there is one operating runway, 18/36. At the last moment, demolish it and pave it right away, then closure is at the smallest amount of time. Also, having 3,000 feet on the west end of 10/28 operational with limits, that's bigger than most of the general aviation airports around here. That is perfectly fine operationally for 70-80% of the airplanes on the field and a lot of the itinerants. There are safety concerns, but it is up to the operator to check the winds, just like any other time. Suggest opening the grass strip on the east side about 2,000 feet when 18/36 is closed. This allows cross wind operations, flight school operations, and small general aviation planes (get a waiver to allow this). Many of the tenants/users have expressed concern about having to move their plane, find hangar space, and operate remotely because they do not want to give up 30 days of operation during the busy season whether recreational or business.

Stanich – Will bring this up with Mead & Hunt. Please encourage tenants/users with concerns to come in and discuss this with airport management, it is best to receive information first hand.

Schoepke – Suggest having a meeting for the airport community on the ramp project.

Witt – The FAA does not want flight over any construction, where you are landing on ten or departing on 28. We have to go through an old "ss" process because there are no standard mitigations for safety, and this is a long involved process.

Stanich – We will inquire about this.

Crowley – Similar situation in Muskego, road project on Janesville Road. This was the largest funded project, aside from Human Services Building, 34 million for Janesville Road. The project had an impact on businesses and there wasn't much of an alternative to it other than accommodating the apron areas and entries. Now that the project is complete, what a tremendous impact this has made to the community. This was a long term project and planned for quite some time and had to be done. That is very comparable to this, it is a huge project and going to impact a lot of people and there is no other way around. Communication is the best way to inform airport users, tenants and businesses of the project and details. Tenants should come directly to airport management with concerns on this project.

Stanich – Thank you for all of your comments and they will be taken into consideration. Nothing further to report.

Future Agenda Items

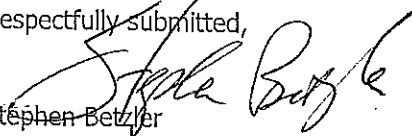
Invite City of Waukesha Mayor to visit/tour the airport.

Adjourn

Motion to adjourn by Commissioner Schoepke with second by Commissioner Betzler. Motion passed. Meeting adjourned 8:54 a.m.

Next meeting: Wednesday, August 13, 2014 at 8:00 a.m.

Respectfully submitted,



Stephen Betzler
Secretary
Airport Operations Commission
July 9, 2014